



**Civilian Employee Recreation Association
(CERA)
Business Meeting Minutes
9 June 2004**

Minutes: The May Minutes were presented and accepted.

Miscellaneous:

- The CERA director has resigned and taken a job elsewhere.
- The treasurer will take over policy and financial matters.
- The MWR Club Manager (can be reached at 202-433-0611) will take over the oversight of the TownCenter.
- Day to Day Function / Board Oversight
 - o A CERA Chairperson was elected. It is their responsibility to preside over the meetings and liaison with the treasurer regarding financial responsibilities.
 - o A draft update of CERA's instructions and By-Laws were provided for review via email before the meeting. A discussion regarding the acceptance of these by-laws will be conducted.
 - o It is possible that in the future a regional By-Law for all NDW/Civilian Recreation Associations may be created and would be adopted. The treasurer is the point of contact on this.

Ornament Contest: Designs will be sent to either the CERA chairperson or secretary. All designs are due by 30 June. CERA will select three finalists at the July Meeting and they will be presented for financial approval to CAPT.

Ice Cream Social: Volunteers for June, July and August are requested. The flashlights to be given away should arrive by 10 June and arrangements for pick up will be made.

Arena Stage: 100 Tickets have been reserved. Tickets will be on sale through July. ITT numbers: Anacostia - 433-2068 or Washington Navy Yard - 433-6666.

King's Dominion: Trip was a success. Any unused parking tickets need to be returned to King's Dominion.

Fishing Trip Tickets: Tickets will go on sale on 10 June.

Atlantic City Trip: NDW Security needs the name of those people who will be coming on the Yard to get the bus. The Caesar Palace Casino will be the drop off point. The buses will be in the parking lot in front of the USS Barry for pickup and drop off.

Draft Instruction/By-Laws:

Next Meeting: The next CERA meeting will be held at 0930 on 15 July, Washington Navy Yard, Bldg. 200, 3rd Floor Conference Room.